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Fall 9-1-2007

ART 390.01: Supervised Internship Variable

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Internship Course Outline and Learning Agreement

Department of Art, The University of Montana

Instructor, Professor M.A. Papanek-Miller, ma.papanek-miller@umontana.edu, 406-243-4181

Course and Studio Procedures Attached

Internship Art 390 01, 2-12 credits, T.B.A. on site, FA 305B-Tuesdays 12:10P.M.-1:00 P.M. We will meet formally as a class on the following 6 Tuesdays:

- 1 & 2. August 28 and September 4 internship and course introduction and outline, on-site forms
3. September 11, preplanning meeting notes and learning agreement form due for class,
4. October 9, interim progress meeting notes due for class,
5. November 27-final evaluation notes, journal & typed summary of weekly journal, with a title page due for class,
6. December 4, final meeting to return journal summaries and by appointment as needed.

Attendances for these five meeting times are required, one absence is permitted with notice, and on the second absence failure will be awarded. 30 on site hours per credit are required per semester, final grades will be lowered by one letter grade for each 10% increment of diminishment (which is 3 hours per credit) of this requirement.

Internship Learning Agreement

Obtain a Learning Agreement from Internship Services Lommasson 154, complete the check list, purchase a journal, calendar or sketchbook for weekly notes.

Credits and Hours on Site

For approximately each credit of internship approximately 30 hours of on-site time is required to be completed by November 21, 2007. In addition 3 formal planning meetings are required with the internship sponsor site on as follows: 1. Preplanning meeting notes due for class September 11, 2. Interim progress meeting notes due for class meeting October 9 and 3. Final evaluation meeting completed with sponsor before the Thanksgiving break (by November 21, 2007) in order to complete the typed summary of journal notes due for class on November 27, 2007.

Final Project

November 27 your weekly journal and a typed summary paper of your journal are due with a title page (maximum five pages Arial text 12 point.) December 4 this summary and journal will be returned during the final class meeting, there will be no formal final exam.

Title Page Information for Typed Internship Summary:

STUDENT NAME _____ DATE _____
IINTERNSHIP SPONSORS NAME _____ PHONE (____) _____ - _____

Internship Sponsor's Title and Affiliation _____

ADDRESS _____ e-mail _____

I. Pre planning meeting-completed notes for class 9.11.07

Student pre-meeting and planning session, objectives/goals. Date _____

II. Interim progress meeting –completed notes for class 10.9.07.

Date _____

III. Final evaluation meeting- completed for class 11.27.07 & journal with notes and typed journal summary with a title page due for a final grade.

Date _____

IV. Student liabilities

(I (student) understand and assume all responsibilities and transportation needs for this course, and for any extended insurance needs or others required, please contact the Internship Services Lommasson Center 174 243-4614 for these and any additional needs.)

APPROVALS in AGREEMENT (one copy: self, sponsor & to the professor in class signed)

STUDENT'S NAME & SIGNATURE _____ Date _____

PROFESSOR'S NAME & SIGNATURE _____ Date _____

map-m 8.27.07

Course and Studio Procedures

Instructor Professor Mary Ann Papanek-Miller, Department of Art.
Office/Hours FA 305B M, T, H, 10-noon, T 1-3 P.M. & W. 2-3 P.M.=open hours & by appointment (see my office door)
e-mail ma.papanek-miller@umontana.edu (preferred), Phone, 406-243-4181.
NASAD Conference October 18-20, Kansas City, I will be out of the Office and spring on-site evaluation.
Web Site www.umt.edu/art, www.papanekmillerartist.wordpress.com and www.umartdepartment.wordpress.com
Research Time Fridays and early mornings, I will be working off campus.

Holidays No Classes: 9.3.06, (Labor Day), 11.12.06 (Veterans Day) 11.21-23 (Thanksgiving)
I will be out of the Office 8.29-9.3.07 for a medical need.

Spring 2008 Registration; October 29-November 9 (make appointments with advisor at least 10 days prior.)

B.F.A. **Screening is September 18, all art classes are canceled.**
M.F.A. Committees, P.C. reviews and Advising, please schedule appointments with the Chair and area faculty.

F.I.G. & Bear Facts First year reading "Three Cups of Tea", Mortenson, Relin
A great university wide resource calendar for sale at the bookstore.

Scholarships Scholarship deadlines will be posted via signs; deadline is in February 2008 for the 2008-09 academic year please connect with your advisor.

S.A.C. Student Art Collective will meet on Mondays 12:10 P.M.-1:00 P.M. Chair's/Sponsor FA 304, watch for signs.

Grad meetings September 10, 5:00; FA 304, October 15, 5:00; FA 304, November 5, 5:00; FA 304.

Exhibits Please be aware that there are three formal exhibition spaces on campus as follows: The Gallery of Visual Arts, in the Social Science building, the U.C. Gallery in the student center and The Montana Museum of Art and Culture in the PARTV building, in addition to numerous public art works on campus. In addition and please note if you are interested in exhibiting your artwork on campus please work with your advisor, professors and Cathryn Mallory our Exhibitions Director for guidelines as health and safety, ADA access and fire codes must be adhered to or "great works" will need to be removed risking damage, interested in a student run gallery join the S.A.C. and share!

Outlines A course outline will be given out for each course for the entire semester. There will be occasions either by emergency, error or design that assignments or due dates may be altered, which is why the information presented in them are incomplete and void without the appropriate lecture, demo and class participation.

Class-time Class will start with roll at 3 minutes after the scheduled start time, parking at U.MT. requires planning ahead!

Final Exam December 10-14, no formal exam (Individual appointments will be scheduled as needed, details in class).

Homework A minimum of 5-6 hours of time is needed per week in addition to class time for homework for a 2-3 credit course. Assignment due dates will be on the course outlines and graded assignments will be due at the beginning of class lowered 1 full point for each day an assignment is late (unless arrangements are made with me in advance). I would advise the use of an academic calendar; writing down all course commitments as planning is a vital ingredient of college life and of being a successful human.

Grades Letter Grades will be awarded after the completions of each required assignment see your course outlines, on my 10-point system. Final course grades will be computed by adding up the numerical point equivalencies for each letter grade, then divided by the number of assignments to achieve a final number grade point average that will translate into a letter grade. All assignments are weighted equally and may be affected by the final factors of: Attendance, Tardies and Class Participation. Letter grades and point equivalents in my classes are as follows: A=10, A- =9, B+ =8, B=7, B- =6, C+ =5, C=4, C- =3, D+ =2, D=1, D- = .50, F=0. Pass/Fail grades, for pass fail grades a fail will be averaged in only and will lower the final grade by increasing the number of projects that will be divided into the total points a pass grade will leave your points and numbers as is. All late assignments due for grades will be lowered 1 full point for each day they are late, the time an assignment is

due is the beginning of a class unless otherwise specified in class. Additional time may be awarded to complete an assignment as needed.

Attendance Tardies

Class lectures and demos are vital and cannot be duplicated. So, attendance is required as is being in class on time; a tardy means arriving more than 3 minutes late to class or leaving before class is dismissed and an absence means your body is not present in class. There are few excused absences, i.e. when the university is closed or for an approved university event (which will affect some class cancellations on my end as well), questions concerns tight schedules see me ASAP in advance, plan ahead. Your final grade will be lowered as follows when absences and tardies occur:

For courses meetings twice a week 2 absences are permitted; on the **third** absence the final grade is lowered **one full point**, on the **fourth absence 4 full points**, on the **fifth absence 5 full points and on the sixth failure** will be awarded with a recommendation to drop this course, if available. **Two tardies* equal 1 absence.** **For courses meeting once a week 1 absence is permitted**, on the **second** absence the final grade is lowered **one full point**, on the **third absence 4 full points** on the **fourth absence 6 full points and failure** will be awarded with a recommendation to drop this course, if available. **Two tardies* equal 1 absence.** **For Short Courses**, internships, INDP courses, etc. consult the course outline for specifics.

Course Drops

Last day to drop a course with no grade is by the fifteenth day of the semester, the 16th-30 day a course may be dropped with a "W" grade, the 31st day-end of the semester courses may be dropped with either an "WP" or an "WF" by petition only-please work closely with your advisor. Sometimes by error or design it is better to drop a course and retake it then it is to risk failure. Please note that if a student is not in attendance on the second day of the semester that the instructor of record may drop a student to open up a seat/place.

Cell Phones

All cell phones, pagers, light sabers and "other" devices that go beep must have the sound turned off during class time. These devices may not be used during class; step out of the studio/class for emergencies.

ADA

If you have a documented disability and need accommodations for this course please contact the Dean of Students at 406-243-6413, www.umd.edu/dss. Students have a right to privacy by which limited information may be released unless this is blocked in writing by the second week of the semester, information is on line.

Clean up

Clean up will start at approximately 10 minutes prior to the ending time of the scheduled class, so class can be dismissed on time to insure that obligations that follow can be met. Clean up is a required responsibility, and it is vital to have a clean space to work in, failure to perform, will be acknowledged by a warning from either me or the lab/work-study assistant and then a final grade may be affected i.e. class participation.

Fine Arts & Art Annex

Spaces are open for homework any time another class is not in session (M-Sundays 7:00 A.M.-11:00 P.M. (excluding finals week). The studios are not open on scheduled holidays or during the breaks. No power tools, toxic materials or casting processes may be used without faculty or staff presence and spray fixatives and paints must be used outside or under the spray booths. Please be considerate, no walkmans when using sensitive materials or power tools during lectures or demos, no loud music, TVs or other items and sounds that might disrupt a general sense of study. Do to the sensitivity of the art work, supplies and equipment, appropriate clothing and shoes are required at all times, no headphones while using sensitive materials and equipment and **no pets or children under 18 (not enrolled in the scheduled course) may be present at any time in the studios/class rooms in or out of class-time and no food or drink in the studios.** Abide by all college wide policies as listed in your student Conduct Code; www.umd.edu/studentaffairs/policy/code.htm (including procedures for bad weather) and all departmental policies, please adhere to all security and safety procedures you may only use the equipment/supplies that I have instructed you with. Do not work alone in any of the university facilities and do work and travel within a buddy system (like camping and hiking), and never leave valuables or supplies un-attended anywhere, even for a minute.

Course Fees

Course fees are utilized to provide consumable supplies for individual use in specific courses only.

Safety First

You are responsible for the safe use of supplies, materials and equipment at all times. By enrolling in an art course you accept all responsibilities, **no unauthorized use.**

Academic Honesty

The use of visual appropriations is a contemporary arts approach in which all intents and liabilities require full student responsibility. Academic Misconduct and the Student Conduct Code; All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code. The Code is available for review online at www.umd.edu/SA/VP/SA/Index.cfm/page/1321. Student Course work for my classes must be dedicated and can not be submitted for any other course or risk failure for that dual used assignment.

2007 Exhibition Schedule:
Gallery of Visual Arts (GVA)
Montana Museum of Art and Culture (MMAC)
Missoula Art Museum (MAM)
(Times Subject To Change; Please confirm before attending)

8.22, *Migrations*, exhibition opening **MAM; 5:00-7:00 (TBA)**

9.4 – October 20, **Meloy Gallery-PAR-TV**

Traces: Montana's Frontier Re-visited – new photographs by Richard S. Buswell; exhibition; opening reception 6:30-8:30 September 17

9.4 – October 20, **Paxson Gallery-PAR-TV**

Mike Catlin, Butte: The 1970s; opening reception 6:30-8:30 September 17

9.4-9.28 **Gallery of Visual Arts presents *The Department of Art Faculty Exhibition***, opening reception Thursday, 9/6, 5-7 pm, gallery hours T, W, F 11-5, TH 11-7, M by appointment, 243-2813

9.5, Member Night Preview Reception, 6-8pm, free for MAM members: **MAM**

9.6, Thursday, 4:10-5:30, Social Science Room 356

Department of Art Faculty Lecture by **H. Rafael Chacon**, Professor of Art History and Criticism, *Painting as Propaganda: Art in Glacier in the Early 20th Century*

Department of Art Studio Faculty (Permanent and Adjunct) Exhibition Opening 6:00-8:00; **GVA**

9.9, *Crash. Pause. Rewind.* exhibition opening **MAM; 5:00-7:00 (TBA)**

9.17, 7pm, **Meloy Gallery- PAR-TV**

Presentation and Book Signing: Julian Cox, Curator of Photography, High Museum of Art, Atlanta, GA, and Dr. Richard Buswell, Photographer

9.20-23, A Celebration of MAM's First Birthday in its new digs! All day: tours, dance, films, music, classes and more. **MAM; 5:00-7:00 (TBA)**

9.20, Artini Thursday, 5:30-9pm, free: **MAM**

9.21, The Best of the 33rd Northwest Film and Video Festival, 7pm, \$6/\$5 for members; **MAM**

9.22, The Best of the 33rd Northwest Film and Video Festival, 1pm, \$6/\$5 for members **MAM**

9.27, Thursday, 4:10-5:00, Social Science Room 356

Department of Art Faculty Lecture by **Valerie Hedquist**, Associate Professor of Art History and Criticism, *An American History of the English Blue Boy*

9.28 **UM Art Collaborative presents an Open House for the Visual Arts** hosted by the Gallery of Visual Arts, Montana Museum of Art and Culture, and University Center Gallery, 2-4pm

10.2, Art21: Art in the Twenty-First Century film screening, 6:30pm, free **MAM**

10.5, Public Lecture about *Migrations*, 7pm, free **MAM**

10.9, Art21: Art in the Twenty-First Century film screening, 6:30pm, free **MAM**

10.5 – 11.9 **Gallery of Visual Arts presents Jarod Charzewski - Tides: Everglade.** opening reception Friday, 10/5, 5-7 pm, gallery hours T, W, F 11-5, TH 11-7, M by appointment, 243-2813

10.18, Artini Thursday, 5:30-9pm, free **MAM**

10.30 – December 22, **Paxson Gallery**
Sacks Appeal: Designs on the Shopping Bag; (no opening scheduled)

10.30 – December 22, **Meloy Gallery**
Everyday Objects in Art: Works from the Permanent Collection; (no opening scheduled)

11.1, 7pm **Meloy Gallery**
Public Lecture: “Ningyô: Japanese Dolls – Their Art and Meaning,” Alan Pate, Asian Antiques Dealer/ Collector

11.1, **Elizabeth Dove: Birth Weight** exhibition opening **MAM; 5:00-7:00 (TBA)**

11.15, Artini Thursday, 5:30-9pm, free **MAM**

11.28, 7pm, **Meloy Gallery**
Gallery Talk: J. Scott Patnode, Director/ Curator, Jundt Art Museum, Gonzaga University, Spokane, WA, and Owner, *Sacks Appeal* shopping bag collection

12.5, Member Night Preview Reception, 6-8pm, free for MAM members **MAM**

12.7, **George Gogas: New Paintings** **MAM; 5:00-7:00 (TBA)**

12.7, *Collections* exhibition opening **MAM; 5:00-7:00 (TBA)**

11.27-12.13 **Gallery of Visual Arts presents the 13th Annual Juried Student Art Exhibition,** opening reception Thursday, 11/29, 5-7 pm gallery hours T, W, F 11-5, TH 11-7, M by appointment, 243-2813

The Historical Museum at Fort Missoula On going exhibit schedule, contact the museum for more information:

MAIN GALLERY

Year Exhibit

4/23/2006+ “The Road to Today: 250 years of Missoula’s History” (semi-permanent exhibit)

HEATH GALLERY (changing gallery)

Year Exhibit

3/25/07 - 2/18/08 - “Picnic Baskets & Suitcases: Vacations from 1860-1960” (includes ‘vacationing’ then & now; A.J. & Maud Gibson, Mrs. G’s p/g albums of trips. Build front half of a roadster.

3/31/2008 “Unintended Consequences: 1918 – The Flu, WWI, & Public Health” (*working title*). What happened in 1918 is of great significance 90 years later.

FOYER GALLERY (Changing)

Year Exhibit

1/2006+ *MEDIA ROOM TO SITE*

7/04/07 – 11/10/07 “CONGRATS 1957 CLASS” (Msla Co High Sch exhibit)

11/15/07 – 1/08 RECENT ACQUISITIONS

11/18/07 – 1/1/08 Planes, Trains, and Wheels, Oh My ! (Holiday exhibit throughout 1st floor:)

NORTH GALLERY (Changing gallery)

Year Exhibit

4/29/07-9/4/07 -- "Our Vehicles Our Lives" traveling exhibit re impact of cars on our society

9/23/07 - 1/3/08 "Then & Now, Re-Photographing Missoula"

4/20 or 27/08 - 12/31/08 - "Treasure State Remnants" traveling exhibit re mining, ranching, ghost town stuff, gold dredging....

EXHIBIT IN Hall Window to Main Gallery

Year Gallery Exhibit

4/20/07-___/0__ "Communications - Past Tense" (includes telephone, typewriter, etc.)

EXHIBITS ON GROUNDS OR OFF-SITE

Year Gallery Exhibit

~~~~ **BARRACKS**

Mem'l Day/2000 "Detained for the Duration -- Ft. Missoula Alien Detention Center (1941-1944)"

\* Italian section: From Sea to Shining Sea;

&5/27/02                      \* Japanese-American section: And Crown Thy Good with Brotherhood

~~~~ **CHURCH**

1994 "The Black Robes : An Uncommon Visit"

~~~~ **DEPOT**

7/4/1997 "Rails Through Missoula" (Waiting Room)

5/2001 "The John Barrows Ticket Office" (Memorial)

~~~~ **GUARD CABIN**

1988 "Fire Lookouts" etc.


~~~~ **HOMESTEAD CABIN**

2008                      Begin Living History component

~~~~ **LOOKOUT TOWER**

1985 "Sliderock Mountain Lookout"

~~~~ **ROOT CELLAR**

2004                      **not accessible to public.**

~~~~ **SCHOOL**

1995 "Grant Creek Schoolhouse" (exhibit in coatroom)

~~~~ **TIMBER**

1999                      "Timber"

**Historical Museum at Ft. Missoula**

**Bldg. 322 Ft. Missoula**

**Missoula MT 59804**

**406-728-3476 x 2 - L.J. Richards, Senior Curator / Exhibits**

**ljrichards@montana.com**

**University of Montana**

**Academic Calendar**

**Autumn Semester 2007**

August 22-24 (Wednesday-Friday) - Semester Begins; Orientation & Registration

August 24 (Friday) - New Faculty Orientation

August 27 (Monday) - Classes Begin

September 3 (Monday) - Labor Day, Holiday

October 29 - November 9 - Spring 2008 Registration Begins

November 12 (Monday) Veterans Day Holiday

November 21-22-23 (Wednesday-Thursday-Friday) - Thanksgiving Vacation

December 8-9 (Saturday-Sunday) - Study Days

December 10-14 (Monday-Friday) - Final Examinations

FINAL WEEK SCHEDULE - AUTUMN 2007 [NOTE: Information about Autumn 2007 Finals Schedule can be found at [www.umt.edu/registrar](http://www.umt.edu/registrar) under FINAL WEEK SCHEDULES, or at [http://cyberbear.umt.edu/instructions/finalsschedule\\_aut07.htm](http://cyberbear.umt.edu/instructions/finalsschedule_aut07.htm)

The final week of the semester is scheduled in two-hour segments, one for each course. The segments should be considered as class meetings, to be treated by the instructor as he or she thinks appropriate. Classes starting at 4:10 follow the regular daytime final schedule, or if the class meeting extends past 5:00 P.M., the evening final week schedule. All classes starting after 5:00 P.M. must follow the evening schedule.

The final examination week is the only time period during which final examinations are to be given. If an instructor elects not to give a final examination during this week, under no circumstances are the final examinations to be given during the week preceding the final week.

Students may seek relief from writing more than two examinations during the same day. Students who are scheduled for more than two examinations may contact the appropriate faculty to arrange an alternate testing during the final examination week. If satisfactory arrangements cannot be made, the student should seek the assistance of his or her dean.

Courses meeting for hour and a half with beginning times near the half hour may meet according to the schedule for the preceding hour or the following hour. For example, a class meeting 9:40-11:00 TR can meet during the final week according to the 9:10 or the 10:10 schedule. Approved beginning times for the half hour are 9:40, 12:40 and 3:40. Other half hour beginning time deviate from scheduling guidelines and instructors will need to take care to avoid final week conflicts, particularly if the class normally meets for only one hour.

**\*\*\*COLLEGE OF TECHNOLOGY STUDENTS MUST CONFIRM FINAL  
SCHEDULES  
WITH THEIR INSTRUCTORS.\*\*\***

Hour and day on which the final examination meeting occurs, according to the day of the week on which the class normally meets: **(Autumn 2007)**

| Hour on which class has met during the semester (Autumn 2007) | If the class meets daily, 4 times a week, or M, MWR, MWF, MF, MW, MTW, WF, TWF, MR, TW, TWR, WR, W, F or MT, the final exam will be held at this time: | If the class meets TR, T, R, MTR, RF, TRF, R, or TRS, the final exam will be held at this time: | Meeting date for the final exam: |
|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|----------------------------------|
| 8:00-10:10                                                    | 8:00-10:00                                                                                                                                             | 10:10-12:10                                                                                     | Monday, Dec. 10                  |
| 9:10-11:10                                                    | 8:00-10:00                                                                                                                                             | 10:10-12:10                                                                                     | Tuesday, Dec. 11                 |
| 10:10-12:10                                                   | 8:00-10:00                                                                                                                                             | 10:10-12:10                                                                                     | Wednesday, Dec. 12               |
| 11:10-1:10                                                    | 8:00-10:00                                                                                                                                             | 10:10-12:10                                                                                     | Thursday, Dec. 13                |
| 12:10-2:10                                                    | 8:00-10:00                                                                                                                                             | 10:10-12:10                                                                                     | Friday, Dec. 14                  |
| 1:10-3:10                                                     | 1:10-3:10                                                                                                                                              | 3:20-5:20                                                                                       | Monday, Dec. 10                  |
| 2:10-4:10                                                     | 1:10-3:10                                                                                                                                              | 3:20-5:20                                                                                       | Tuesday, Dec. 11                 |
| 3:10-5:10                                                     | 1:10-3:10                                                                                                                                              | 3:20-5:20                                                                                       | Wednesday, Dec. 12               |

|      |           |           |                   |
|------|-----------|-----------|-------------------|
| 8:10 | 1:10-3:10 | 3:20-5:20 | Thursday, Dec. 13 |
|------|-----------|-----------|-------------------|

Courses meeting Saturdays only will schedule finals on the Saturday preceding finals week.

| <b>EVENING FINAL SCHEDULE</b>                                                            | <b>Hour on which class has met during the semester:</b> | <b>Time of final exam:</b> |
|------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Schedule:                                                                                | 4:10                                                    | 5:30-7:30                  |
| Evening classes meet the same day(s) during finals week as they met during the semester: | 5:10                                                    | 5:30-7:30                  |
|                                                                                          | 6:10                                                    | 7:40-9:40                  |
|                                                                                          | 7:10                                                    | 7:40-9:40                  |
|                                                                                          | 8:10                                                    | 7:40-9:40                  |